



SOUTH COUNTY FIRE & MEDICAL DISTRICT GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, March 24, 2020

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Board Clerk Gueltzow called the meeting to order on Tuesday, January 28, 2020, at 9:09 a.m. The meeting was held telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Clerk Karen Gueltzow, and Board Members John Crawford and Diane Price

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Finance Manager Diane Goke and Authority Clerk Dusty Christopherson

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: North County Fire & Medical District Board Members Richard Bookie, Dawn Miller, Smitty Smith, Tony Sambol and David Wilson

Media Present: None

Public Comment: None

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

In the interest of running a smooth telephonic meeting, Board Clerk Gueltzow did not recite the Pledge of Allegiance.

3. CALL TO THE PUBLIC

There was no response to the Call to the Public.

4. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. South County Fire & Medical District Financial Reports for January and February 2020 – Diane Goke, Finance Manager.

Diane Goke, Finance Manager presented the South County Fire & Medical District Financial Reports for January and February 2020 and answered any questions from Board Members.

B. Receive Fiscal Year 2020/21 Budget Development Update.

Ms. Goke provided the Governing Board with an update on the Fiscal Year 2020/21 Budget development process and answered any questions from Board Members. Ms. Goke noted that at this point in time Staff would like to keep the Joint Budget Workshop scheduled for April 21, 2020 on the schedule, however, given the COVID-19 pandemic, this meeting may need to be held telephonically. Labor and Senior staff continue to work on the wage and benefit survey. Ms. Goke stated the final budget approval is in June.

In response to an inquiry, Ms. Goke noted that it may be sometime before the true financial impacts of the COVID-19 pandemic are fully known as it relates to the overall economy and revenue streams for the District and the Authority.

5. **CONSENT AGENDA**

- A. Approve Monthly Financial Reports for January and February 2020.
- B. Approve Transfer of Revenues from South County Fire & Medical District to Arizona Fire & Medical Authority (AFMA) in accordance with the AFMA Joint Power Authority Intergovernmental Agreement.
- C. Approve Board Meeting Minutes – January 28, 2020.
- D. Adopt Resolution No. SC20-0324-1 authorizing annexation request of Parcel No. 504-33-021T, located at 3642 S. 343rd Ave., Maricopa County, Arizona (Property Owner: Moises Tamayo)

Board Member Price moved that the South County Fire & Medical District Governing Board approve all items on the Consent agenda, including the January and February 2020 Monthly Financial Reports and account reconciliations per Arizona Revised Statutes including, but not limited to, the following: Register of Checks, Warrants & Deposits; Statement of Financial Activities; Statement of Net Assets; and Cash Flow Projection Report. I further move that the Governing Board approve the transfer of revenues from South County Fire & Medical District to Arizona Fire & Medical Authority in accordance with the Arizona Fire & Medical Authority Joint Power Authority Intergovernmental Agreement. Board Member Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Gueltzow, Price
NAYS: None
ABSENT: None

6. **REGULAR BUSINESS**

A. **Discussion and Possible Action relating to declaring Forrest Kohler's seat vacant.**

Board Clerk Gueltzow announced the recent passing of Board Chairman Forrest Kohler. Board Clerk Gueltzow noted that Forrest was a good friend to everyone on the Board and truly loved being a part of the South County Fire & Medical District. He will be missed by all.

Board Member Price stated that she spoke with Forrest's family and there are no services planned at this time.

Board Member Crawford moved that the South County Fire & Medical District Governing Board vacate the Board Member seat previously held by Forrest Kohler. Board Member Price seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Gueltzow, Price
NAYS: None
ABSENT: None

B. **Discussion and Possible Action relating to election of Board Chairman.**

Board Clerk Gueltzow stated that with the sudden passing of Forrest Kohler there is a vacancy in the Board Chairman role. With the current public health crisis, the Board feels it is important to elect a new Board Chairman at this time. Board Clerk Gueltzow opens the floor for nominations.

Board Clerk Gueltzow nominates Diane Price to serve as Board Chairman. Board Member Price accepts the nomination.

Board Clerk Gueltzow moved that the South County Fire & Medical District Governing Board elect Diane Price to serve as Board Chairman. Board Member Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Gueltzow, Price
NAYS: None
ABSENT: None

C. **Discussion and Possible Action relating to resignation of Board Member Bob Ince.**

Board Clerk Gueltzow stated that Bob Ince has notified this Board that his family is moving out of the District and therefore will need to resign his Board position effective March 1, 2020.

Board Member Crawford moved that the South County Fire & Medical District Governing Board vacate the Board Member seat previously held by Bob Ince. Board Chairman Price seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Gueltzow, Price
NAYS: None
ABSENT: None

D. Discussion and Possible Action relating to the timeline and process for filling board vacancies

Rob Biscoe, Fire Chief, notes that included in the Board's agenda packet is an application and Notice of Vacancy that will be advertised on the Authority website as well as all community newspapers and social media pages during the month of April. As there are currently two Board member vacancies, it is the Staff's intention to leave the application period open until the seats are filled. Due to the current public health emergency, it is the goal of staff to fill at least one of the vacant seats as soon as possible. After reviewing the applications, the Governing Board can call a special meeting to interview the candidates.

Board Chairman Price moved that the South County Fire & Medical District Governing Board adopt the timeline and process for filling board vacancies. Board Member Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Gueltzow, Price
NAYS: None
ABSENT: None

E. Discussion and Possible Action relating to the appointment of a representative to the Arizona Fire & Medical Authority Governing Board

Board Clerk Gueltzow stated that with the resignation of Bob Ince there is a vacancy on the Arizona Fire & Medical Authority Governing Board as a representative of the South County Fire & Medical District. Board Clerk Gueltzow opens the floor for nominations.

Board Clerk Gueltzow nominates herself to serve on the Arizona Fire & Medical Authority Governing Board.

Board Chairman Price moved that the South County Fire & Medical District Governing Board appoint Karen Gueltzow to serve on the Arizona Fire & Medical Authority Governing Board. Board Member Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Gueltzow, Price
NAYS: None
ABSENT: None

7. SUGGESTED ITEMS FOR FUTURE SOUTH COUNTY FIRE & MEDICAL DISTRICT BOARD MEETING AGENDAS

There were no items suggested.

8. SUGGESTED ITEMS FOR FUTURE ARIZONA FIRE & MEDICAL AUTHORITY BOARD MEETING AGENDAS

There were no items suggested.

9. ADJOURNMENT

The meeting adjourned at 9:32 a.m.

Karen Gueltzow
Karen Gueltzow (May 26, 2020 19:44 PDT)

Karen Gueltzow, Board Clerk

March 24, 2020 Minutes

Final Audit Report

2020-05-27

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